

RECORD OF PROCEEDINGS

Minutes of Norwayne Local School District
Board of Education
Regular Meeting

Held at 4:00 PM Norwayne High School Library December 18, 2023

The December 2023 Regular Meeting of the Norwayne Local Board of Education was held on Monday, December 18, 2023 at Norwayne High School. Having due notice, the following board members were present: Doug Ingold, Earl Rupp, Angie Smith, Jon Widmer and Winston Wyckoff, III.

CALL TO ORDER – President Doug Ingold

Pledge of Allegiance (Official Opening of the Business Meeting)

Principal Monthly Reports

Principal Vince Sette, Norwayne Elementary School
Assistant Principal Nicole McQuate, Norwayne Elementary School
Principal Dave Dreher, Norwayne Middle School
Principal Doug Zimmerly, Norwayne High School

2023-90 Wyckoff moved and Rupp, seconded the motion to move into executive session for the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and matters required to be kept confidential at 4:26 pm.

VOTE: Yes: Widmer, Wyckoff, Smith, Ingold, Rupp.

2023-91 Widmer moved and Rupp seconded the motion to reconvene the open session at 5:37 pm.

VOTE: Yes: Wyckoff, Smith, Ingold, Rupp, Widmer.

2023-92 Smith moved and Wyckoff seconded the motion to adopt the December 18, 2023 agenda as modified.

The format for board meeting agendas is a modified consent agenda whereby approval of motions will be presented at the end of each agenda section. Procedure does allow for any specific item to be voted on separately.

VOTE: Yes: Smith, Ingold, Rupp, Widmer, Wyckoff.

2023-93 Widmer moved and Wyckoff seconded the motion to approve the Treasurer's Business items as presented:

TREASURER'S BUSINESS – Nicole Peters

A. Approve the minutes of the November 27, 2023 Regular Board Meeting.

B. Approve the November 30, 2023 Bank Reconciliation and Financial Reports:

Receipts: \$1,048,704.98 Expenses: \$1,684,240.66

C. Accept the following donations:

4 Pillars Ranch LLC	\$150	NHS Girls Basketball Program
DeMassimo's	\$150	NHS Girls Basketball Program
Hess Brothers	\$150	NHS Girls Basketball Program
Mazda of Wooster	\$150	NHS Girls Basketball Program
Don & Linda Draper	\$400	NHS Boys Basketball Program
Earl & Pat Rupp	\$300	NHS Boys Basketball Program
Anonymous Donor	\$4,000	Norwayne Local Schools Students
Jude LaChance	\$53.96	Norwayne High School Weight Room
Gary & Mary Besancon	\$250	NHS Boys Basketball Program
BSN	\$308	NHS Boys Basketball Program
The Romich Foundation	\$200	NHS Girls Basketball Program
Jarrett Companies, Inc.	\$25,000	NHS Stadium Bleachers
Creston Loyal Order of Moose:		
	\$2,000	Norwayne Elementary School
	\$3,013.36	NMS Washington DC Trip
	\$2,500	Creston Moose Scholarship
	\$1,547.72	Norwayne Local School Maintenance
	\$2,000	NHS Stadium Maintenance
	\$500	NHS Golf Program
	\$1,000	NHS Boys/Girls Track Programs
	\$1,000	Rene Eshler Scholarship
	\$500	NHS Girls Basketball Program
	\$1,000	Norwayne Makers/STEAM Club
	\$500	NHS Newspaper Program
	\$500	NHS Cross Country Program
	\$500	NHS Drama Club
	\$500	NHS Band
	\$500	NHS Softball Program
	\$500	NHS Volleyball Program
	\$500	NHS Yearbook Program
	\$500	NHS Baseball Program
	\$894	NHS Girls Basketball

D. Approve membership renewal with the Ohio School Boards Association for 2024 at a cost of \$ 5,437; Including Briefcase and School Management News.

E. Approve the Letter of Arrangement with the Auditor of State to conduct the FY23 Financial Audit at a cost of \$16,482.

F. Approve the adoption of the Caremark's Broad Vaccination Network (BVN) plan to assume the \$20 Pharmacy Administration fee for employee vaccines.

G. Approve K & M Builders re-roofing project on the maintenance building at a cost of \$5,590.

VOTE: Yes: Ingold, Rupp, Widmer, Wyckoff, Smith.

PRESIDENT'S BUSINESS – Doug Ingold

A. Announcements/Correspondence/Introductions/Recognition

1. Congratulations to the following 2022 Norwayne Graduates who received their American Degree at the recent National FFA Convention: Brett Boss, Connor Garrison and Grace Gunkelman. The FFA has a new grand total for the Benefit for Jeff Beery – it is now up to \$80,417. Thank you for all of your support to the Beery Family!
2. The District School buildings have been collecting canned goods, money and other items for distribution to families in need this holiday season. Merry Christmas!
3. Congratulations to NMS Spelling Bee Champion: Wyatt Bowman
4. We would like to thank Board Member, Jon Widmer for his eight years of service to the Norwayne Local School Board. In January, we will be welcoming new Board Member Kirk Gasser.

BOARD COMMITTEE REPORTS/RECOMMENDATIONS

A. Buildings & Grounds Committee – Chairperson, Earl Rupp

1. Maintenance and repair projects are continually under review and recommendations (except for emergency repair situations) will be brought to the Board after bids and price quotes are received.
2. Permanent Improvement (P.I.) items for the Board's Approval:
 - a. None at this time

B. Communications & One Needs Assessment (ONA) – Chairperson, Angie Smith

1. The first semester of the 2023-24 School Year ends on Friday, January 19. Schools will be closed on Monday, January 15, in observance of Dr. Martin Luther King, Jr Day.

C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III

1. The goal of the Norwayne School District is to provide each child with a full day of school instruction and related activity for each day of the adopted school calendar. This goal is based on the assumption that weather and road conditions are not hazardous.

Under conditions of hazardous weather or roads, school may be cancelled or delayed for the day. Wooster radio, WQKT 104.5 FM and WKVX 960 AM will broadcast school delay or closing information by 6:00 a.m. Information will also be broadcast on Cleveland TV stations, Channels 3, 5, 8 and 19. If conditions indicate that a delay will permit school to open (fog, ice, etc.) bus runs may be delayed for one or two hours.

If conditions do not improve during the delay, schools may be dismissed for the day. Please stay tuned to the radio or television for updates.

2. If you wish to join the new District alert notification system, text YES to 87569 or 79041, and your number will be added.

D. Policy Committee – Chairperson, Doug Ingold

(Copies of all policy proposals are available for public review and/or input per Board Policy BFC.)

E. Audit/Finance/Technology Committee – Chairperson, Jon Widmer

1. The Technology Committee Meeting was held on December 13th.

F. Superintendent’s Report – Kevin Leatherman

1. November 1st enrollment by building:

Elementary School	566
Middle School	315
High School	402
Career Center	<u>36</u>
Total	1319

G. Other Board Matters

1. Acknowledge receipt of the Tri-County ESC Fall Quarterly Report.

SUPERINTENDENT’S AGENDA – NEW BUSINESS – Superintendent Kevin Leatherman

2023-94 Wyckoff moved and Widmer seconded the motion to approve the superintendent’s agenda:

A. Personnel Matters –

Professional Staff –

Approve moving High School Language Arts Teacher, Lance Larrison to Bachelors 150 on the salary scale effective January 22, 2024.

Cassandra Mey – approve request for maternity leave.

Tara Turner – approve hiring as part time Speech Language Pathologist.

Supplemental Staff Contracts– pending proper certification & licensure

Bradley Krak – Concert Band

Lance Larrison – High School Spring Musical Assistant

Leanne Ratica – High School Spring Musical Vocal Director

Beth Smith – High School Spring Musical Director

Kayla Marty – NMS Volunteer Assistant Girls Basketball Coach

Additions to the Substitute List-

Michelle Buckingham – Non-Bachelor Degree Substitute Teacher

Jacob Hanzie – Non-Bachelor Degree Substitute Teacher

Brandi Finney – Substitute Custodian

- B. Professional and/or support staff professional leave requests (according to Board Policy GCBD):

<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Reg. Fee</u>
Bri Indorf	Track Coaching Clinic	1/27/24	\$90
Jude LaChance	OHSAA Football Clinic	2/2 & 2/3	\$75
Adam Indorf	OHSFCA Clinic	2/15/24	\$80

- C. Reports from last month’s conferences - please refer to attachment.

VOTE: Yes: Rupp, Widmer, Wyckoff, Smith, Ingold.

2023-95 Wyckoff moved and Widmer seconded the motion to approve the items in the following section.

JANUARY, 2024, MEETING(S) OF THE BOARD:

- A. Organizational Meeting – Treasurer polls the Board members to determine the date, time and place. The meeting must be held between January 1 and January 15.

The Meeting will be held January 8th at 4:00 p.m. at Norwayne High School.

- B. Board Committees and Committee Goals for 2024 will be updated at the January Regular Board Meeting.

- C. Recommended meeting dates and times for January, February and March:

February meeting at Norwayne Elementary School
January and March through December meetings at Norwayne High School

January Date/Time: January 8, 2024
4:00 p.m. Organizational Meeting;
4:30 p.m. Regular Meeting

February Date/Time: February 26, 2024. 4:00pm @ NES

March Date/Time: March 25, 2024, 4:00pm @ NHS

D. Selection of the President Pro-Tem for the Organizational Meeting.

Earl Rupp

VOTE: Yes: Widmer, Wyckoff, Smith, Ingold. Rupp.

ADJOURNMENT

The 2024 Budget Hearing, Public Records Hearing, Organizational Meeting, and Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday evening January 8, 2024. Budget Hearing and Public Records Hearing 3:45 p.m., Organizational Meeting 4:00 p.m., Regular Meeting 4:30 p.m.; Hearing of the Public 5:30 p.m.

2023-96 Widmer moved and Rupp seconded the motion to adjourn the meeting at 6:31 PM.

VOTE: Yes: Wyckoff, Smith, Ingold, Rupp, Widmer.

Board President

Treasurer